

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Nondisclosure Agreement (NdA)

FROM

C/Policy and Plans Group/OS  
4E-70, Hdqs.

EXTENSION

NO.

DATE

12 June 1981

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DD/P&amp;M

6/15/81

D

2.

DD/SEC

15 JUN  
1981

6/16/81

A

3.

~~D/SEC~~

4.

DD/P&amp;M

17 JUN  
1981

6/17

D

5.

C/PPG

17 JUN  
1981

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15.

[redacted] dropped off the attached, at my request, as I think it appropriate to respond to [redacted] memorandum of 10 June. I agree with [redacted] that the proposed APEX Nondisclosure Agreement (Form 4165), or any de-APEXed version thereof, would not be of use to the Special Security Center because the specific access would not be reflected. It seems to me that Form 4066, the one presently in use, is perfectly adequate. I think we should continue to store the form in the individual subjects' file and retain it the same length of time as we retain the file. In the case of staff employees, this would be 30 years after severance, and in the case of industrial contractors, 15 years after the date of the last action. I would propose, therefore, that we respond in the negative to both questions under paragraph 2 of [redacted] memorandum.

I agree with [redacted]

2-4- Agree-OKs  
respond accordingly  
[redacted]

STAT

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Approved For Release 2004/05/12 : CIA-RDP85T00788R000100100002-1

11 June 1981

MEMORANDUM FOR: Director of Security  
THROUGH: Deputy Director of Security (P&M)  
STAT FROM: [REDACTED]  
Chief, Special Security Center  
SUBJECT: Nondisclosure Agreement (NdA)

STAT 1. Your attention is invited to the attached memo dated 10 June 1981, from the COCOMP Chairman to the COCOMP Members. [REDACTED] NFAC/CRES, is the CIA Member. He has been advised that the NdA issue would be referred to the Director of Security.

2. The NdA form, and the guidebook to which the [REDACTED] memo refers, is a "de-APEXed" version of the APEX NdA and guidebook. Copies of the latter are attached for your information. The "de-APEXed" versions are on master plates but have not yet been printed. STAT

3. The use of that NdA is not an issue within the purview of the SSC to address since the document has no utility in the recording of accesses in the 4C system. For that purpose, Form 4066 (attached) or a similar form which reflects the actual accesses (which the NdA does not) must be used.

4. There are, however, legal and record management concerns regarding the use of the proposed NdA which the Office of Security might wish to raise with the Office of General Counsel and the Record Management authorities. Those issues include where the NdA should be stored, how long it must be maintained, and whether a micro-film copy will serve the same legal purposes as the original hardcopy.

5. It may be even possible to "finesse" the entire issue since the existing Form 4066 is entitled "Nondisclosure Agreement-SIC" to assume that the DCI direction to utilize "some form of NdA" would be satisfied by our continuing use of the 4066.



STAT